



MINUTES MEETING November 13, 2018

Committee called to order by S. Burks, Co-Chairman, on November 13, 2018 at 7:10 p.m.

Members present: Sarah Burks, Co-Chair, Tracy Skahan, Geraldine Tremblay, Chris Costello, Michael Borgasano, Heather Leavell

Others present: James McGough, Trustee Emeritus, Susan Gilbert

Absent: Maura Murphy, Aimee Taberner, Co-Chair, Paul McGaffigan, Dan Johnson, Ellen Aamodt, Annemarie Delaunay-Danizio

Directors' Update- We discussed the Treasurer's Report.

G. Tremblay reported on:

- The Monday meeting with P. McGaffigan, Dan Johnson; and
- The museum's finances.

G. Tremblay made a motion to recommend to the Corporation to reimburse S. Burks for \$20/\$30 for decorations for anniversary event. C. Costello seconded. Unanimously approved.

G. Tremblay made a motion to recommend to the Corporation to reimburse J. McGough for \$53.24 for lightbulbs. S. Burks seconded. Unanimously approved.

Collections/Curatorial – C. Costello reported on the edits to the website. H. Leavell reported on the labels and that she is pricing with Skylight the cost to restore the Bradford.

Operations/Facilities – H. Leavell met the new facilities manager, Mike Carney. We discussed:

- That the exterminator came;
- The mustiness of the bathrooms;
- The ceiling repairs are on hold until the funds are received for all of the interior repairs;

- That the gutters should be cleaned regularly;
- Holiday decorations;
- The complicated process of hanging the paintings; and
- How to secure items on the pedestal's going forward.

Minutes of October 9, 2018– G. Tremblay made a motion to approve the minutes of October 9, 2018 as corrected. M. Borgasano seconded. Unanimously approved.

Volunteer Report – J. McGough summarized the volunteer report. He will provide a hard copy of the report next month once he is able to add the October visitors from the guest book.

Events Calendar – We discussed the calendar generally and the following:

- The Corsi documentary and the status of same;
- The anniversary event; and
- First lights.

Marketing Publicity –S. Gilbert is working on publicity and another article and we discussed where to publicize those items as well as holiday advertisements. H. Leavell discussed her upcoming November 14th meeting with the MFA and that Megan is working on the newsletter. We discussed that we need new rack cards and that they need to be updated to reflect the change in the museum's hours.

Meeting was called to end at 8:19 p.m. by S. Burks
Tracy Skahan, Recording/Corresponding Co-Secretary